



CITY OF CONCORD

NEW HAMPSHIRE

Community Development Department

Business Development Division

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Kenneth G. Lurvey, CED

Business Development Coordinator

AIRPORT ADVISORY COMMITTEE MINUTES

March 27, 2008

4:00 P.M.

The meeting convened at 4:00 P.M. in the City Hall Second Floor Conference Room, 41 Green Street, Concord, New Hampshire.

PRESENT: Martin Gross, Chuck Gerhan, Joe Alosa, Jim MacKay, Ernest Loomis, Candace Bouchard, Dick Patten

ABSENT: Ken Bradley, Dick Patten

STAFF: Ken Lurvey, Business Development Coordinator
Jeff Hoadley, Public Properties Superintendent
Matthew R. Walsh, Assistant for Special Projects
Robert Rolla, Airport Manager / Fixed Base Operator

GUEST: Paul Russo and Wes Liu, International Aerobatics Club (IAC) Chapter35

The meeting was called to order at 4:00 PM by Chairman Gross

I. Minutes of March 29, 2007 Meeting:

The minutes were approved as presented.

II. Property Demolition Progress 13 and 23 Greeley and 24 Grant Street:

Ken Lurvey explained that the bids had been received under budget. The demolition has been delayed because HTA failed to nominate the properties to the National Register of Historic Places as require for buildings over 50 years old. They are preparing that to submit to New Hampshire State Historic Preservation Office. NHSHPO expects to be able to make a determination they are not eligible by the end of April and allow us to proceed.

III. Property Acquisition 14 and 18 Grant Street:

Ken Lurvey inform the committee that the City had acquired both properties. The family in 14 Grant was relocated to 18 Conant Street and is very happy. The husband and wife in 18 Grant are hoping to acquire the former Tuttle house on Gabby Lane from the City. Mr. Lurvey had prepared an RFP for the Engineering Division for the sale of the Tuttle house, but they have not acted on it yet.

IV. **2008 FAA Grant Applications**

Ken Lurvey stated that the City Council had authorized the acquisition of 12 Grant and 19 Greeley Street properties. He referred to the map provided in the agenda package. Both are occupied by elderly ladies.

The 12 Grant Street property is owned by the three children of the deceased prior owner as granted in his will. They are willing sellers. He also granted a life estate to his widow. She would like to remain in the property, thus the City would be acquiring the property but allowing her to remain there until she vacates the property for 6 months. The property is on the far north end of the RPZ and FAA is OK with that.

The owner of 19 Grant is a willing seller and has agreed to sell to the City. She will receive relocation benefits as well.

The FAA Application will be submitted in April.

A separate FAA Application will be submitted to complete the installation of the security fence around the east side of the airport and to acquire easements to remove runway obstructions.

Next year the City will be considering acquisition of the one remaining property in the RPZ, 21 Greeley Street. The elderly owner placed his sons name on the deed last year and has stated he is not interested in selling at this time.

V. **Request for Proposal for New Hampshire Civil Air Patrol and Surrounding Land**

Ken Lurvey reported that he has prepared the draft RFP to seek private developers to lease this land to build a private office building, while continuing to provide space for the New Hampshire Civil Air Patrol. He referred to the map provided in the agenda package. There has been interest expressed. The RFP has been sent to City Purchasing to assure it complies with all City Requirements and to solicit proposals. It should go out in April or May. The AAC enthusiastically endorsed the RFP for this.

VI. **Request for Proposal for Hangar Designated Land near SRE Building**

Ken Lurvey referred to the map provided in the agenda package and described the options that developers could submit proposals for. The agreement with East Coast Hangars to lease abutting parcels has expired. There is interest by private developers. Mr. Lurvey needs to finish drafting the RFP and get it to City Purchasing to distribute. It should go out in May or June. The AAC enthusiastically endorsed the RFP for this.

VII. **International Aerobatics Club Request for One Day Aerobic Practice Session**

Ken Lurvey introduced Paul Russo who in turn introduced Wes Liu. They described in detail how they would like to use space over CMA for a one day practice session for the International Aerobatics Club (IAC) Chapter 35.

They would be in constant radio communication with the FBO and surrounding air traffic. The event would be well controlled with judges evaluate each practice session.

They were asked for examples of where they have done this at other airports. They said they do a several day competition at Springfield, Vermont each year and Klingkill Airport in New York. There was general support for the concept but equal general concern for what was the benefit to the airport and the potential disruption to airport normal operations and safety. The members asked for them to submit a specific proposal that specified the dates, number of pilots and aircraft to participate, requested airspace to be used, number of staff supervising, number of parking spaces needed, police traffic control, space usage fee, emergency staff and vehicles, radio communications, proof of insurance for each participant and for the International Aerobatics Club Chapter sponsoring the event. They should provide letters from other airports testifying to their abilities to conduct the event. They need to coordinate with the Airport Manager to schedule the event, and to assure they avoid protected Conservation Zones.

A motion was made, seconded and passed for Ken Lurvey to continue to work with them and for them to prepare a proposal that addressed the above issues.

VIII. **Airport Habitat Agreement**

Ken Lurvey provided a brief update. City staff met recently with US Fish & Wildlife / NH Fish & Game. He referred to the NH Fish & Game map provided in the agenda package that outlined conservation areas for their prescribed activities. Jeff Hoadley prepared an annual mowing plan which US Fish & Wildlife / NH Fish & Game approved. The NH Fish & Game plan and the City mowing plan has greatly improved the relationship between the City and the conservation agencies.

IX. **New Hampshire Department of Safety Lease Renewal**

Ken Lurvey reported that he had renegotiated the land lease to the New Hampshire Dept of Safety for the former Paul Mack Hangar. The current rent is \$14,791.23 (about a \$1,200 increase) retroactive to January 1, 2008. It is a five year lease that has been approved and awaiting Governor and Council approval in April.

X. **Granite State Management – Liberty Mutual Insurance Claim**

Ken Lurvey referred to the one page claim provided in the agenda package. Mr. Rolla said after investigation it appeared the only aircraft in the vicinity the day of the claim was the King Air at the National Guard facility and it appears the claim against the City has been dropped and filed against the National Guard.

XI. **Other Business**

It was requested that the Minimum Standards and Procedures be sent to all AAC members

XII. **Adjournment:**

There being no further business, the meeting adjourned at 6:15 PM.

Respectfully Submitted,
Kenneth G. Lurvey CECD, Business Development Coordinator